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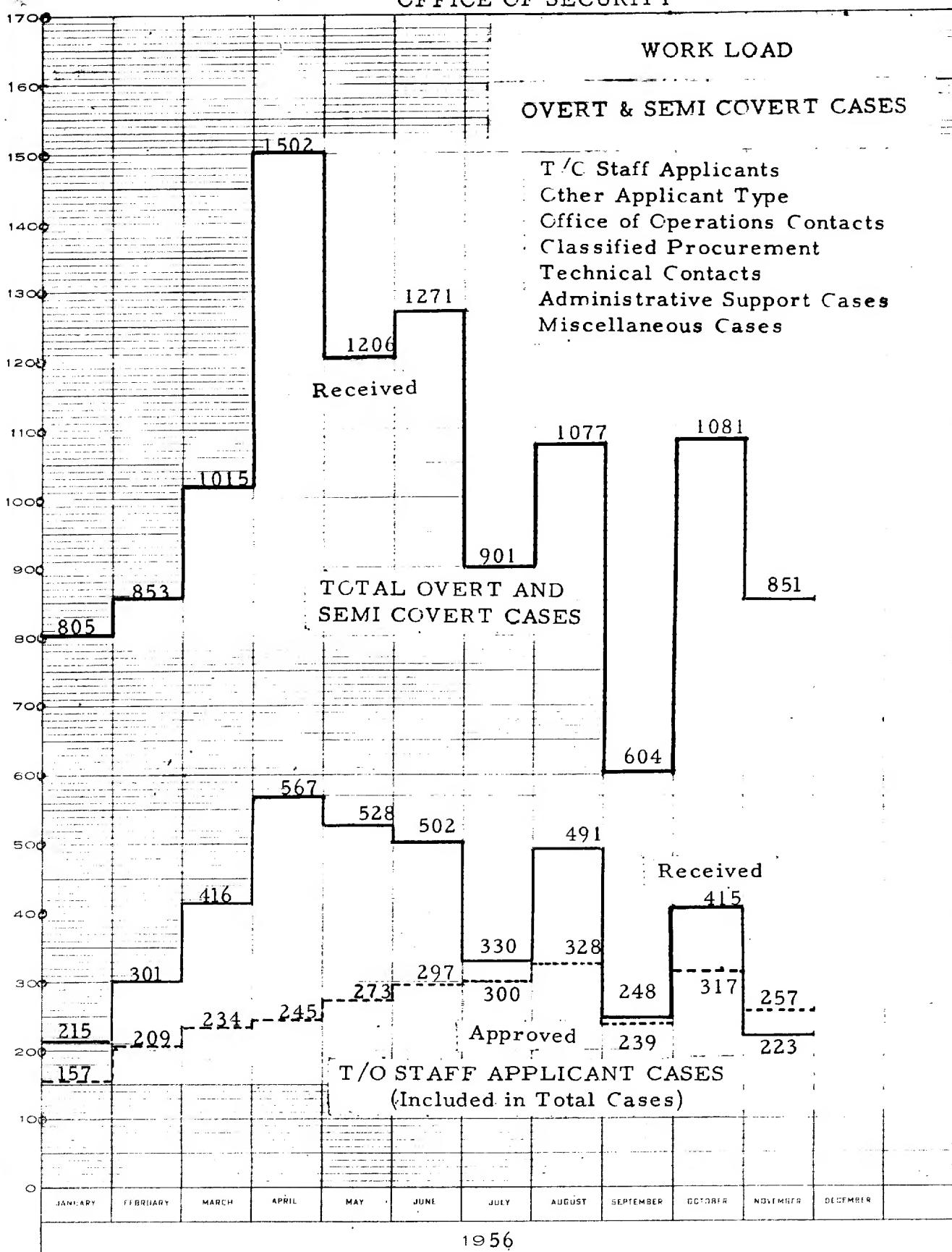


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OFFICE OF SECURITY
STATUS OF OVERT AND SEMI-COVERT CASES

Month of November 19 56

TYPE OF CASE	PEND Beginning of Month	RECD During Month	PROCESSED					PENDING	
			Appd	Dis- Appd	Can- celed	Other Action	Total	Defd	Reg
1. APPLICANT TYPE									
a. T/O Staff Applicants	1047	223	257	16	59	26	358	19	893
b. Other Full Fld. Inves.	393	120	71	4	19	38	132	0	361
Totals	1440	343	328	20	78	64	490	19	1274
25X1									
	326	257					143	-	442
	24	25					7	-	42
Totals	352	282					150	-	484
3. CLASSIFIED PROCUREMENT	323	192					63	-	452
4. TECHNICAL CONTACTS	72	19					6	-	85
5. ADMIN. SUPPORT	52	5					10	-	47
6. MISCELLANEOUS	35	10					7	-	38
Totals	482	226					86	-	622
GRAND TOTALS	2274	851					726	19	2380

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OFFICE OF SECURITY

229

273

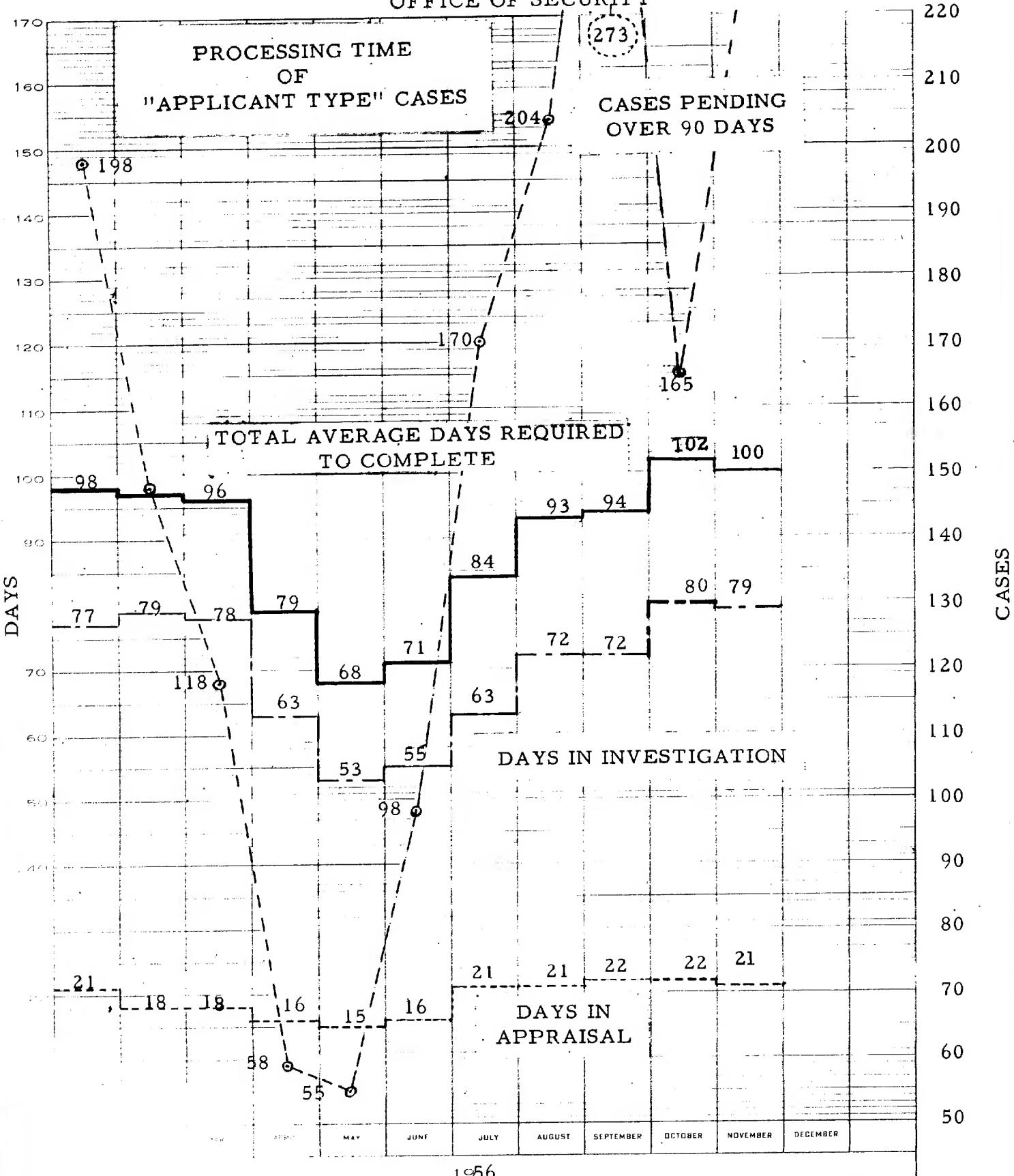


Chart #2

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OFFICE OF SECURITY

TIME FACTORS IN PROCESSING OVERT & SEMI-COVERT CASES

Month of November 19561. PROCESSING TIME (For 272 Regular Cases)

Time required during month to process to Approval or Disapproval, "Applicant Type" cases received from Office of Personnel (Average number of Days):	DAYS	DAYS	TOTAL DAYS
	in INVESTIGATION	in APPRAISAL	
	<u>79</u>	<u>21</u>	<u>100</u>

2. ANALYSIS OF PROCESSING TIME

CASES

a. Less than 30 days	<u>13</u>
b. 31 to 60 days	<u>9</u>
c. 61 to 90 days	<u>52</u>
d. 91 to 120 days	<u>133</u>
e. 121 to 150 days	<u>58</u>
f. over 150 days	<u>7</u>

3. CASES PENDING OVER 90 DAYS

STATUS

Number of "Applicant Type" cases received from Office of Personnel and pending more than 90 days	Deferred	Regular
	<u>1</u>	<u>229</u>
	Total <u>1</u>	<u>229</u>

TABLE C

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OFFICE OF SECURITY

CONTROL, SUPPORT AND SERVICE OF OVERT ACTIVITIES

Month of November 19 56

ACTIVITY	ACTIONS	
1. Requests for CIA record checks received from other agencies		1298
2. Security files reviewed in response to other agency requests		129
(Requests pending over 10 days <u>955</u>)		
3. Employee interviews (Returnees, Resignees, Official Travelers and Special)	589	
4. Employees' transfer and reassignment actions reviewed	440	
REQUESTS FOR APPROVAL OF:	Disapproved	Approved
5. Training at outside institutions	0	56
6. Private travel	0	21
7. Manuscripts, speeches, books, etc.	0	17
(Total pages reviewed <u>518</u>)		
8. Liaison contacts	1	660
9. Miscellaneous outside activities	2	171 *

* 5 of these approvals were briefings

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TRAINING ACTIVITIES

1. Security personnel receiving training during month 29

2. Agency Security Indoctrination group lectures given 3

(Attendance 192)

3. Office of Security man-hours devoted to training

25X1

4. Office of Security maximum possible man-hours in month

25X1

5. Percentage of maximum possible man-hours devoted to training

25X1

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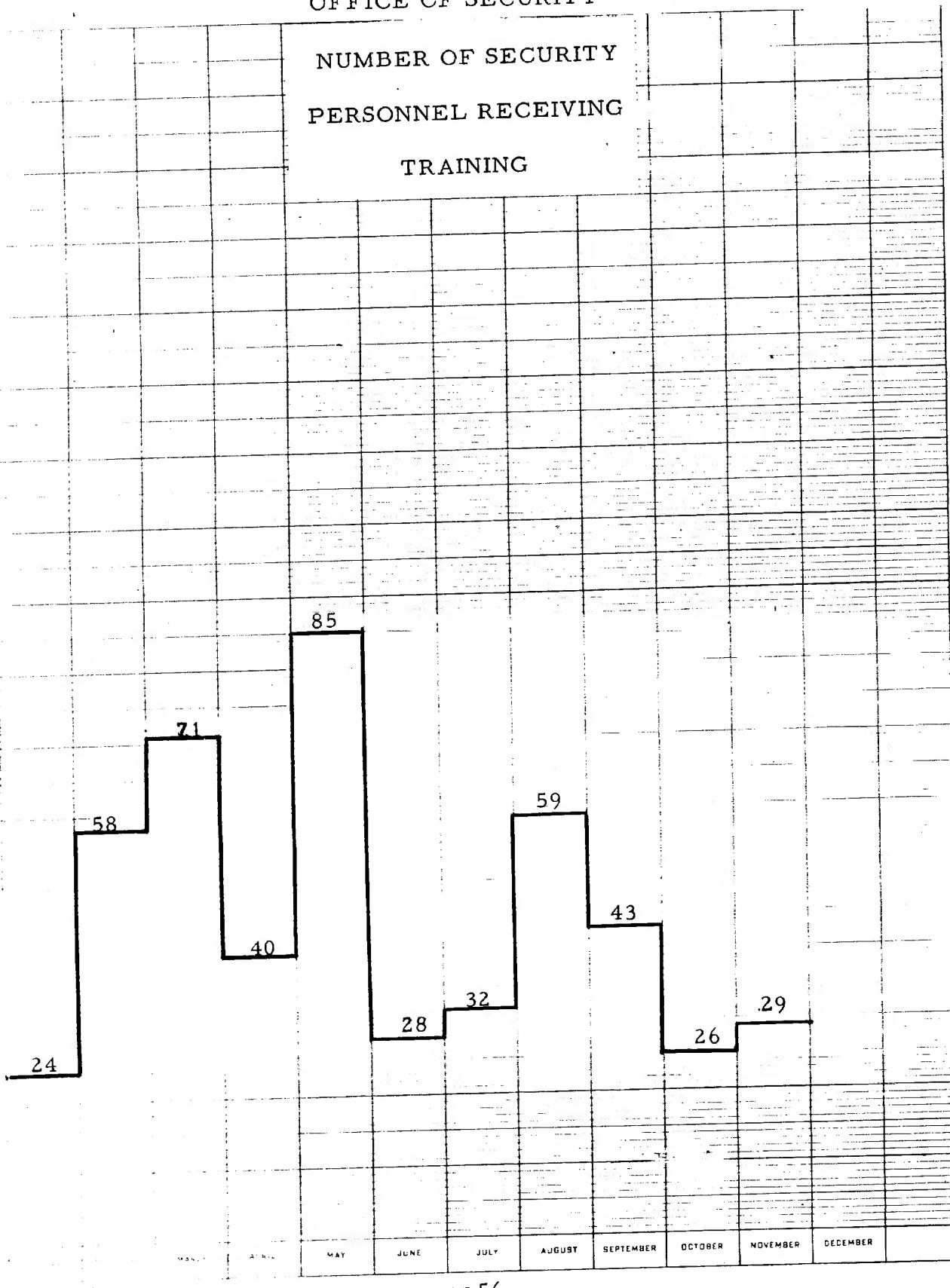
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NUMBER OF SECURITY
PERSONNEL RECEIVING
TRAINING



1956

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OFFICE OF SECURITY

PHYSICAL SECURITY ACTIVITIES

Month of NOVEMBER 1956

ACTIVITY	NUMBER
1. Security violations investigated and charged (Open safes, etc.)	24
2. Other security violations investigated and reported (Lost documents, etc.)	3
3. Night security inspections of offices by NSOs	52
4. Other security matters handled by NSOs after hours	1380
25X1	
6. Physical security surveys	9
7. Safe combinations changed	480
8. Safes repaired	351
9. Identification processes performed	191
10. Regular, Limited and Special badges issued	698
11. Visitor Passes issued (Total)	8297
General	4316
Applicants	1183
Forgotten badges	453
Deliveries, etc.	1585
12. Classified waste collected and destroyed (pounds)	153,900
25X1	6
14. Safety inspections, investigations & miscellaneous safety actions <i>*1100 posters and safety literature distributed throughout the Agency during the month.</i>	93

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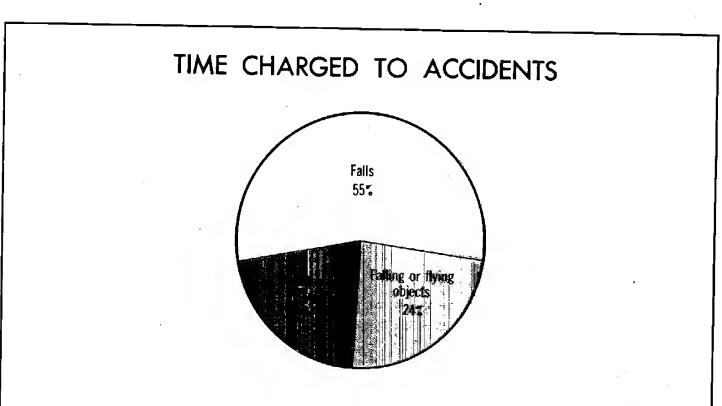
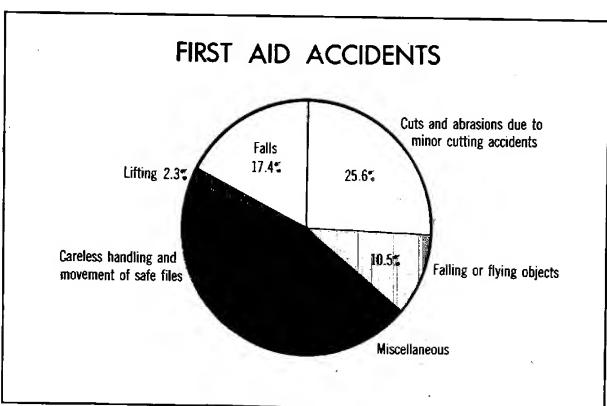
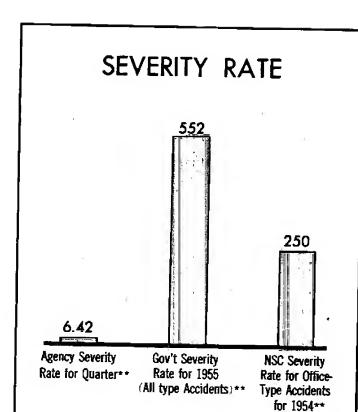
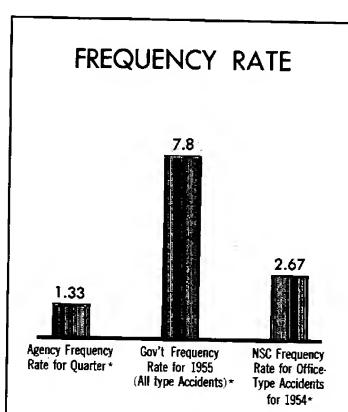
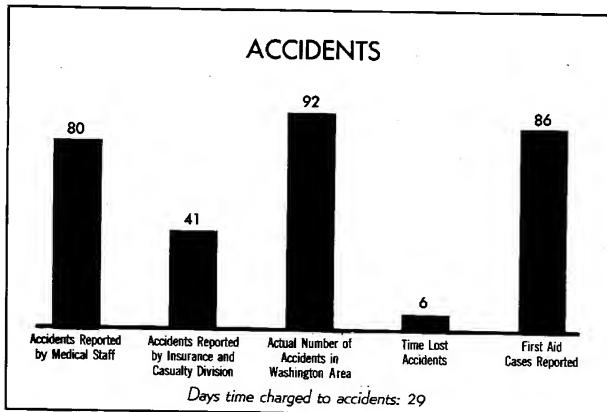
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ACCIDENT STATISTICS FOR HEADQUARTERS AREA

Third Quarter—July, August, and September, 1956



25513.1 11-56

*Accident Frequency Rate Number of accidents x 1,000,000
 Number of man-hours worked***

**Accident Severity Rate Number of days time lost due to accidents x 1,000,000
 Number of man-hours worked***

***Number of man-hours worked is an approximate figure. One and one-quarter days per month has been allowed for sick and annual leave in the number of man-hours worked.

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Chart #5

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ACCIDENT STATISTICS FOR HEADQUARTERS AREA

THIRD QUARTER - JULY, AUGUST, & SEPTEMBER, 1956

<u>Accidents Reported By Medical Staff</u> 25X1	<u>Accidents Reported By Insurance And Casualty Division</u>	<u>Actual No. of Accidents In Washington Area</u>	<u>Time Lost Accidents</u>	<u>Days Time Charged To Accidents</u>	<u>First Aid Cases Reported</u>
80	41	92	6	29	86
	Gov't Frequency Rate for 1955 (All type Accidents)* 7.8	NSC Frequency Rate for Office-Type Accidents For 1954* 2.67	Agency Severity Rate For Quarter** 6.42	Gov't Severity Rate for 1955 (All type Accidents)** 552	NSC Severity Rate for Office-Type Accidents for 1954** 250
<u>First Aid Accidents</u>			<u>Time Charged to Accidents</u>		
<u>Type</u> Falls Careless handling and movement of safe files Cuts and abrasions due to minor cutting accidents Lifting Falling or flying objects Miscellaneous			<u>Type</u> Falls Falling or flying objects Lifting		
<u>Percent</u> 17.4 31.4 25.6 2.3 10.5 12.8			<u>Percent</u> 55.0 24.0 21.0		

* Accident Frequency Rate - $\frac{\text{Number of accidents} \times 1,000,000}{\text{Number of man hours worked}***}$ ** Accident Severity Rate - $\frac{\text{Number of days time lost to accidents} \times 1,000,000}{\text{Number of man hours worked}***}$

*** Number of man hours worked is an approximation.

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